

## **WSD 1:1 TECHNOLOGY RESPONSIBLE USE AND SAFETY AGREEMENT**

**PURPOSE:** Washington School for the Deaf (WSD) may provide and assign students an iPad or laptop computer for use at school and at home as a means to promote achievement and provide flexible learning opportunities. This agreement provides guidelines and information about expectations for students and families who are being issued these one-to-one (1:1) devices. In addition to this agreement, the use of WSD technology also requires students to abide by the WSD Technology Use Guidelines as stated in the Student Code of Conduct. Additional rules may be added as necessary and will become a part of this agreement.

Our expectation is that students will responsibly use WSD technology and that they understand the appropriate and acceptable use of both the technology and WSD network resources. We also expect that students will make a good faith effort to keep their WSD-issued devices safe, secure and in good working order. This agreement includes the following specific responsibilities and restrictions.

### **RESPONSIBILITIES - The student will:**

1. Charge their 1:1 device at home nightly, bringing it to school each day with a full charge.
2. Communicate Responsibly! Electronic communication should be conducted in a polite manner, using appropriate language and avoiding profanity and offensive or inflammatory speech. Cyber bullying, including personal attacks or threats toward anyone made while using WSD owned or personally owned technology, should be reported to responsible school personnel!
3. Back up important data files regularly. WSD may update and maintain 1:1 devices by periodically imaging them. Students will be notified of this maintenance in advance when possible, however all student files should be saved to online storage space regularly to ensure data is not lost when maintenance is required. Ask for assistance if you do not know how to back-up files.
4. Use technology for school-related purposes during WSD day and after school. Use for commercial or political purposes is prohibited.
5. Follow copyright laws and fair use guidelines and only download/save music, video or other content that are related to specific assignments. WSD technology is not provided to house personal music or video libraries
6. Make the 1:1 device available for inspection by any administrator or teacher upon request. All electronic communication, activities and files accessed on WSD technology are not private and may be viewed, monitored or archived by the WSD at any time.

**RESTRICTIONS - The student will not:**

1. Mark, deface, or place stickers on the iPad, laptop, or WSD-issued cases.
2. Reveal or post identifying personal information, files or communications to unknown persons through email or other means.
3. Attempt to override, bypass or otherwise change the Internet filtering software, device settings, or network configurations. All student 1:1 computing devices are configured so that Internet content is filtered both at school and when on any other network.
4. Attempt access to networks and other technologies beyond their authorized access. This includes attempts to use another person's account and/or password or access secured wireless networks.
5. Share passwords or attempt to discover passwords. Sharing a password is not permitted and could make you subject to disciplinary action and liable for the actions of others if problems arise with unauthorized use.
6. Download or install any unauthorized programs, files, or games from the Internet or other sources onto any WSD-owned technology. This includes the intentional introduction of computer viruses and other malicious software.
7. Download and/or install multimedia content (music, movies, etc.) that is not related to the research or completion of assignments.
8. Use a WSD-created iTunes account to access apps or other content on personally owned devices.
9. Tamper with computer hardware or software, attempt unauthorized entry into computers, and/or vandalize or destroy the computer or computer files. Intentional or negligent damage to computers or software may result in criminal charges.
10. Attempt to locate, view, share, or store any materials that are unacceptable in a school setting. This includes but is not limited to pornographic, obscene, graphically violent, or vulgar images, sounds, music, language, video or other materials. The criteria for acceptability is demonstrated in the types of material made available to students by staff and WSD media center.

Despite these restrictions, students sometimes choose to tamper with the security and software settings on their devices in order to get around various restrictions. In addition to the workload placed on WSD staff to restore these devices, this misbehavior directly impacts student learning, as students who tamper with their devices are often unable to do assigned

classwork both in the classroom and at home. As a result, **a \$5.00 fee will be assessed to a student who has willfully tampered with the security settings or restrictions on any 1:1 device per incident.**

In addition to the specific requirements and restrictions detailed above, it is expected that students and families will apply common sense to the care and maintenance of WSD-provided 1:1 technology. In order to keep iPads and laptops secure and damage free, please do not loan your 1:1 device or charger and cords to anyone else, leave the 1:1 device in a vehicle or leave it unattended at any time, or eat/drink while using the 1:1 device.

#### **Parent/Guardian Monitoring Responsibility:**

Even with our filtering measures in place, parents and/or guardians assume responsibility for monitoring their child's activity on school-issued devices and accounts during non-school hours and on non-student attendance days. Users are responsible for the appropriate use of the device and all accounts, applications, and services.

If information is collected that indicates activity outside of the acceptable use, that information will be reviewed with the student and/or parent/guardian during normal school business hours.

**IMPORTANT SAFETY NOTE:** Information obtained by school personnel, after school business hours suggesting or indicating immediate danger to a person(s) will initiate a 911 report upon receiving that information. Administration will contact the parent/guardian on the next school business day regarding the matter.

WSD is not responsible for any loss resulting from use of WSD-issued technology and makes no guarantees that the technology or the WSD network systems that support student use will be available at all times. By signing this agreement you agree to abide by the conditions listed above and assume responsibility for the care and proper use of WSD WSD-issued technology. You understand that should you fail to honor all the terms of this agreement, access to 1:1 technology, the Internet, and other electronic media may be denied in the future. Furthermore, students may be subject to disciplinary action outlined in the WSD Student Code of Conduct.

**As the parent/guardian,** my signature indicates I have read and understand this Responsible Use and Safety Agreement, including the \$5.00 tampering fee, and give my permission for my child to have access to and use WSD-issued technology.

**Parent/Guardian – Printed Name:** \_\_\_\_\_ **Signature:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

**As the student,** my signature indicates I have read or had explained to me and understand this Required Use and Safety Agreement, including the \$5.00 tampering fee, and accept

responsibility for abiding by the terms and conditions outlined and using these resources for educational purposes.

**Student – Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Student Name (printed): \_\_\_\_\_ Grade: \_\_\_\_\_ Student  
ID#: \_\_\_\_\_